

Sound Report Writer

Walter C. Jr. Kennedy

Sound Reporting Jonathan Kern,2012-07-09 From an NPR veteran, a “comprehensive and lucid” guide to “the values and practices that yield stellar audio journalism” (Booklist). Maybe you’re thinking about starting a podcast, and want some tips from the pros. Or perhaps storytelling has always been a passion of yours, and you want to learn to do it more effectively. Whatever the case—whether you’re an avid NPR listener or you aspire to create your own audio, or both—Sound Reporting: The NPR Guide to Audio Journalism and Production will give you a rare tour of the world of a professional broadcaster. Jonathan Kern, a former executive producer of All Things Considered who has trained NPR’s on-air staff for years, is a gifted guide, able to narrate a day in the life of a host and lay out the nuts and bolts of production with both wit and warmth. Along the way, he explains the importance of writing the way you speak, reveals how NPR books guests ranging from world leaders to neighborhood newsmakers, and gives sage advice on everything from proposing stories to editors to maintaining balance and objectivity. Best of all—because NPR wouldn’t be NPR without its array of distinctive voices—lively examples from popular shows and colorful anecdotes from favorite personalities animate each chapter. As public radio’s audience of millions can attest, NPR’s unique guiding principles and technical expertise combine to connect with listeners like no other medium can. With today’s technologies allowing more people to turn their home computers into broadcast studios, Sound Reporting is a valuable guide that reveals the secrets behind NPR’s success.

Psychological Report Writing Assistant Gary Groth-Marnat,Ari Davis,2013-11-25 Expert Report Writing Software—provides a step-by-step guide to writing clinically sound and rich psychological reports The Psychological Report Writing Assistant software is a highly interactive program that guides the report writer through all phases of writing a report that is comprehensive, includes integrated interpretation, uses everyday language, and answers the referral questions. Key features include: A composition screen with links to resources to facilitate report writing Sample reports with links to guidelines on how to write sections of the report A comprehensive menu of treatment recommendations Search function to identify problem phrases with suggestions for alternative wording Compatible with Microsoft® Windows Blending the best of science with an appreciation for the art of doing clinical work, the accompanying guide: Describes six core qualities of an optimal psychological report Provides an overview of cognitive, neuropsychological, personality, psychoeducational, and forensic reports Offers guidelines for formatting and completing various sections of a report Discusses recommendations for treatment and for tailoring the report to the individual Includes instructions for navigating the software Filling the need for an easy-to-use, intuitive tool for organizing and writing relevant psychological reports, Psychological Report Writing Assistant will help you quickly and easily create thorough and complete psychological reports.

Psychological Report Writing Assistant Gary Groth-Marnat,Ari Davis,2013-10-08 Expert Report Writing Software provides a step-by-step guide to writing clinically sound and rich psychological reports The Psychological Report Writing Assistant software is a highly interactive program that guides the report writer through all phases of writing a report that is comprehensive, includes integrated interpretation, uses everyday language, and answers the referral questions. Key features include: A composition screen with links to resources to facilitate report writing Sample reports with links to guidelines on how to write sections of the report A comprehensive menu of treatment recommendations Search function to identify problem phrases with suggestions for alternative wording Compatible with Microsoft® Windows Blending the best of science with an appreciation for the art of doing clinical work, the accompanying guide: Describes six core qualities of an optimal psychological report Provides an overview of cognitive, neuropsychological, personality, psychoeducational, and forensic reports Offers guidelines for formatting and completing various sections of a report Discusses recommendations for treatment and for tailoring the report to the individual Includes instructions for navigating the software Filling the need for an easy-to-use, intuitive tool for organizing and writing relevant psychological reports, Psychological Report Writing Assistant will help you quickly and easily create thorough and complete psychological reports.

Guide to Report Writing Michael Netzley,Craig Snow,2001 This concise, practical book is written for you if your professional success is linked to the quality of the reports you produce. You will learn how to. . . Manage data, minimize discomfort, and master the report-writing process Assure that your reports get read, understood, and acted on--rather than contributing to information overload Develop a communication strategy that enables you to design reports to meet the needs of diverse readers and decision-makers Write reports that are clear, high in skim-value, and rich in content-value Follow a sound approach to report-writing so you will avoid procrastination and use your time productively Allow your readers to find it a pleasure--rather than a struggle--to read your reports Convey your ideas so clearly and persuasively that you gain recognition and influence within your organization Like all the books in the Prentice Hall Guides to Advanced Business Communications series, this book is . . . Brief: summarizes key ideas only Practical: offers clear, straightforward tools you can use Reader-friendly: provides easy-to-skim format

Report Writing in Business Trevor Bentley,2002-12-31 Report writing is an essential part of business life and if you can effectively communicate your ideas you are likely to reap the rewards. This new edition, extensively rewritten and updated, aims to provide you with a comprehensive, clear, brief and relevant set of guidelines for writing effective reports. The key to effective report writing is to be able to communicate a message in a way that enables the reader to understand it in exactly the way it was intended. To achieve this the writer needs to be able to produce information in a clear, concise and readable way to deliver a message without the danger of ambiguity or misinterpretation. Guidance and examples are given. This book is aimed at business managers as well as students of management who need to write reports for distribution within their organisations. Reading this book will present you with the knowledge to modify your own personal report style and approach. This new edition has been extensively rewritten and updated Provides you with a comprehensive, clear, brief and relevant set of guidelines for writing effective reports Will give you the knowledge to develop your own report style and approach

A Coursebook on Scientific and Professional Writing for Speech-Language Pathology, Sixth Edition M.N. Hegde,2022-12 A Coursebook on Scientific and Professional Writing for Speech-Language Pathology, Sixth Edition is a unique interactive resource to help students develop the strong writing skills necessary for a successful clinical or academic career in speech-language pathology. The book not only describes the principles of good writing, but also contains numerous opportunities to practice writing skills replete with exemplars. The Coursebook is ideal for dedicated courses on scientific and/or professional writing, and can also be used in courses on assessment, research methods, and clinical methods and practicum. The first section of the book is a refresher on the basic rules of grammar, punctuation, and composition. The second section is focused on scientific writing and explains the different types of academic publications, offers tips on how to write without bias, and describes the typical manuscript formatting required for scientific publications. It also includes examples of the “elements of scientific style,” such as capitalization and abbreviations, how to reference sources cited within the text, and how to prepare the reference list. Also covered are how to submit a manuscript to scholarly journals and best practices for proofreading and making revisions. The last section is focused on professional/clinical writing and the various written communications speech-language pathologists (SLPs) prepare as part of their jobs. These include diagnostic reports, brief and comprehensive treatment plans, and progress reports. The book ends with a section on report writing for SLPs working in public schools, including assessment reports, IEPs, and SOAP notes. A unique and student-friendly feature of the book is its practical design. The first two sections provide incorrect exemplars the user

can rewrite or write correctly. In the last section, left-hand pages show specific examples of general, scientific, or professional writing, and the corresponding right-hand pages allow students to practice writing. Updates to the Scientific Writing section include: The text incorporates APA 7th edition changes to reference citations and preparation of the reference list, along with updates on how to cite electronic sources. The bias-free writing section is updated and expanded to include appropriate terms and writing style to describe LGBTQ community members. A glossary is provided for easy reference. Information on how to submit content to academic journals and conferences, preparing electronic manuscripts, and making revisions in light of the copyeditor's comments have been updated to current publishing industry standards. Updates to the Professional Writing section include: The text includes current clinical terminology and practice in speech-language pathology. A new trial-by-trial treatment progress recording sheet has been added to the progress report section. A subjective, objective, assessment, plan (SOAP) progress report written for medical settings has been added, along with a new section on report writing in public schools, which includes an assessment plan that helps determine whether a student meets the school district's criteria for enrollment in clinical speech-language services.

Writing Reports to Get Results Ron S. Blicq, Lisa A. Moretto, 2004-04-05 The professional's quick-reference handbook for writing business and technical reports Professionals in business, government, and technical fields often need help in organizing and writing reports for associates, clients, and managers. This simple tutorial handbook offers expert tips and useful ideas for organizing ideas, structuring reports, and adding spice to technical papers. Writing Reports to Get Results offers in-depth guidance for writing: short, informal reports, such as job progress reports and inspection reports semiformal reports, such as laboratory and medium-length investigation and evaluation reports formal reports, such as analytical and feasibility studies and major investigations technical and business proposals of varying complexity The authors use a simple pyramid method to help writers organize their information into the most convenient and simplest structure for any type of document—from single-page proposals to full-length presentations. Rounding out this easy, instructional handbook are helpful tips on a number of other topics, such as: constructing reference lists and bibliographies; the use of numbers, abbreviations, and metric symbols; preparing illustrations for insertion into a report; and working collaboratively as a member of a writing team.

Computerworld ,1975-06-18 For more than 40 years, Computerworld has been the leading source of technology news and information for IT influencers worldwide. Computerworld's award-winning Web site (Computerworld.com), twice-monthly publication, focused conference series and custom research form the hub of the world's largest global IT media network.

Report Writing for Criminal Justice Professionals Larry S. Miller, John T. Whitehead, 2010-11-24 So much of the process of criminal justice depends on good documentation, and criminal justice professionals can spend as much as 50-75% of their time writing up administrative and research reports. Much of the legal process depends on the careful documentation that records crucial information. And yet most of these law enforcement, security, corrections, and probation and parole officers have not had adequate training in how to provide a well-written, accurate, brief, and complete report. Report Writing for Criminal Justice Professionals provides practical advice on report writing -- with specific writing samples and guidelines. The authors go beyond the routine English grammar approach to deal with the difficult but often-ignored problem of documentation that will hold up in court. Important concepts are emphasized with related checklists, forms, and pull-out chapter tests. The material is organized into three sections: The Nature of Report Writing, The Mechanics of Report Writing, and The Modernization of Report Writing NEW TO THIS EDITION Updated and revised with new material on forensics and scientific reports, crime reporting, common errors in forensic reports, and automation of report writing. Appendixes are thoroughly revised, with new examples of reporting forms, worksheets, and reports, including a sample forensic lab report and presentence investigation report. Text complemented by numerous examples, sample reports and tools. Each chapter concludes with a sample test for the reader to self-evaluate learning. Appendices include model reports, examples of agency instructions for completing report forms and selected readings.

Report Writing for Criminal Justice Professionals Larry S. Miller, John T. Whitehead, 2017-09-14 The criminal justice process is dependent on accurate documentation. Criminal justice professionals can spend 50-75 percent of their time writing administrative and research reports. The information provided in these reports is crucial to the functioning of our system of justice. Report Writing for Criminal Justice Professionals, Sixth Edition, provides practical guidance—with specific writing samples and guidelines—for providing strong reports. Most law enforcement, security, corrections, and probation and parole officers have not had adequate training in how to provide well-written, accurate, brief, and complete reports. Report Writing for Criminal Justice Professionals covers everything officers need to learn—from basic English grammar to the difficult but often-ignored problem of creating documentation that will hold up in court. This new edition includes updates to reference materials and citations, as well as further supporting examples and new procedures in digital and electronic report writing.

The Forensic Psychologist's Report Writing Guide Sarah Brown, Erica Bowen, David Prescott, 2017-05-08 The Forensic Psychologist's Reporting Writing Guide is the first book to provide both student trainees and practitioners with best practice guidance for one of the core skills of their role. Written and edited by an international range of experts from the UK, North America and Australasia, it provides clear advice on a range of assessments, from psychometric tests to personality functioning, and includes real-life examples to illustrate key points. Uniquely, the book also offers guidance on the range of different client groups that forensic psychologists work with across both civil and legal contexts, including juveniles, female clients, couples and those with cognitive impairments. From core principles to writing style to key issues, each chapter also includes a checklist of advice and further reading. Comprehensive and practical, The Forensic Psychologist's Reporting Writing Guide is a user-friendly companion to this critical and often overlooked skill, and will be essential reading for both neophyte and experienced forensic psychologists alike.

Writing Reports for Management Decisions David M. Robinson, 1969

The Write Way to Better E.M.S. Walter C. Jr. Kennedy, 2000-06-15 book description: The call is not complete until the paperwork is done. Many EMTs and paramedics would welcome assistance in how to prepare and give oral and written reports clearly and concisely. This book is designed to do just that. The oral report needs knowledgeable and effective delivery. The written report also needs completeness and accuracy. It is a permanent patient medical record. It may be referred to in the hospital by medical care providers, utilized by quality assurance programs, and is a legal document admissible in a court of law. The call documentation is the starting point for any questions or investigations concerning the care given by EMTs and paramedics. It is their first line of defense. This book breaks down the components of report giving and writing and provides the reader a useful reporting system to fit just about any written documentation or verbal reporting situation. It also contains helpful chapters on special reporting situations commonly encountered by EMS personnel, and sample reports useful either for discussion groups or individual analysis. Common, proper medical abbreviations and charting symbols drawn from authoritative texts are also provided. The result is a text useful to both new and veteran EMTs and paramedics. AUTHOR BIO: Walter C. Kennedy, Jr., M.Ed., EMT-P has extensive experience as both a practicing paramedic in a major urban EMS system and as a designer and instructor of training program for EMT's and paramedics. He is also a published author of articles in peer-reviewed journals.

The Write Way to Better E.M.S., Instructor Walter C. Kennedy, Jr., 2000-06 This special Instructor's Edition can help you present better programs on the subject of EMS documentation. The

patient care record your EMTs and paramedics leave at the hospital is your calling card. How good do you look? Oral reports need knowledgeable and effective delivery. Written reports also need completeness and accuracy. Written reports are a permanent patient medical record. They help with care continuity. The record of your personnel leave reflects on the professionalism of your organization. Patient care reports are the first place attorneys and regulatory agencies look when seeking to place liability. This training program helps you take steps to decrease your liability by teaching your employees how to write organized, professional reports. It also deals with special situations such as patient refusals, sudden death, crime scenes and child and elder abuse -- areas where your liability could increase even if you don't transport a patient. This book breaks down the components of report giving and writing and provides instructors with a useful tool for training their personnel in proper written documentation and verbal reporting situations. It provides margin cues keyed to the text and helpful insights on presenting the program. Sample reports with analysis, useful for discussion groups, are provided.

Broadcast News Writing, Reporting, and Producing Frank Barnas,2013-05-02 Jargon buster: convergent journalism: ?Media convergence is the most significant development in the news industry in the last century. The ability to interchange text, audio, and visual communication over the Internet has fundamentally transformed the way news organizations operate. Convergence has enabled media companies to gather, disseminate, and share information over a variety of platforms. Throughout the history of journalism, it has been common for journalists to study one medium, such as traditional print or broadcast, and to anticipate a career working only in their chosen field. However, the 21st century journalist has fluidity to write and deliver news content in a variety of formats. (source: <http://www.convergencejournalism.com/>) Broadcast News Writing, Reporting, and Producing presents a solid foundation for any student learning how to become a broadcast journalist ? in today's world of convergent journalism, it is more important than ever that broadcast textbooks cover the most current trends in media. Convergent journalism (the coverage of news across multiple delivery platforms such as the internet, television, podcasts, ipods, blogs, etc) is here to stay ? broadcast journalism continues to morph as newer and more advanced content platforms are hatched and developed, and broadcast journalists must understand how to write, report, and produce for multiple platforms simultaneously. Just one crucial fact remains: students will need training on how to perform successfully in a world in which current events aren't just shown on the ten o'clock evening news. Broadcast News Writing, Reporting, and Producing will be completely overhauled to reflect the trends of convergent journalism on every page. New co-author Frank Barnas brings a multi-faceted perspective of writing, reporting, and producing that allows for multi-platform delivery systems, and shows students with real-world examples the functions and practices of today's media. The new edition will be rewritten and restructured to accommodate common 16-week course modules, and will be divided into four major sections of the news: gathering, writing, reporting, and producing. Sidebars featuring how examples used in the text relate to convergence in journalism help students to draw connections easily between current stories and trends in the industry. The comprehensive approach of this text brings a multi-faceted perspective of writing, reporting, and producing that is needed more than ever in today's world of convergent journalism. This newest edition is being completely overhauled by the experienced journalist Frank Barnas. New photos and illustrations, a restructuring of the text, expanded end-of-chapter exercises, newer and more relevant examples, and more information on producing all contribute to giving readers what they need most: a nuanced understanding of how the media of today function in a world without news boundaries.

Advantage Study Skills Richard Smith,2018-04-13 ADVANTAGE STUDY SKILLS spurs the genuine student onto exam success and provides a step-by-step guide to tackling any assignment. It's an invaluable resource, proving its worth over and over again. ADVANTAGE STUDY SKILLS has been designed to help both teachers and students as well as those those returning to learning after a long gap. Revision aids for those studying Business, the Humanities and the Social Sciences are also provided

A Student Guide to Writing Research Reports, Papers, Theses and Dissertations Cathal Ó Siochrú,2022-11-10 This useful guide for students combines all the guidance, advice and key tips needed to write successful research reports, theses or dissertations, exploring, in detail, each of the elements involved in writing an academic paper. The book will guide you through all the key sections of a report including the introduction, literature review, method, results, discussion and more. Each chapter contains instructions and advice aimed at three different levels of report writing experience - 'The basics' covers the basic purpose and structure of each section as well as the most common mistakes, 'Refinements' helps you to develop your report writing skills beyond the basics, adding polish and depth, and 'Advanced' offers advice and insight into the most complex issues in report writing. In addition to the guidance, there are examples to show you the principles of report writing in action and exercises which allow you to test your understanding as you learn. An essential reference for any student writing an academic paper, A Student Guide to Writing Research Reports, Papers, Theses and Dissertations is the ideal resource to be used as part of your independent study or when working with a supervisor.

The Visual FoxPro Report Writer Cathy Pountney,2002 Reports are key to a successful software application. It doesnt matter how efficiently the users can enter data, how much information the system can store or how many complicated calculations the system can process if theres no way to see the final outcome. In The Visual FoxPro Report Writer, Cathy Pountney tells you how to use every nook and cranny of the report writer, and even shows you how to do things you thought were up to now impossible. If youre serious about quality output from your VFP applications, you cant do without this book!

Federal Probation ,1976

InfoWorld ,1992-05-25 InfoWorld is targeted to Senior IT professionals. Content is segmented into Channels and Topic Centers. InfoWorld also celebrates people, companies, and projects.

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